

Memorandum

To: Linda Bettencourt, City & Town Clerk
CC: Members of the Records Management Committee
From: Linda Bettencourt, Chairwoman
Date: 7/21/2015
Re: Organizational Meeting of Records Management Committee

**THE RECORDS MANAGEMENT COMMITTEE WILL HOLD
ITS ORGANIZATIONAL MEETING ON
THURSDAY , JULY 23, 2015 AT 1:00 P.M.
IN THE OFFICE OF JOSEPH SAMOLIS, CHIEF OF STAFF.**